



MEMORANDUM

CITY OF WATERTOWN PLANNING OFFICE

245 WASHINGTON STREET, ROOM 304, WATERTOWN, NY 13601

PHONE: 315-785-7730 – FAX: 315-782-9014

TO: Planning Board Members

FROM: Kenneth A. Mix, Planning and Community Development Coordinator

SUBJECT: Request for Subdivision Approval – Parcel Number 77-01-001.000, known as 1 Conrail and located on Waterman Drive.

DATE: February 26, 2015

Request: Two-lot subdivision of Parcel Number 77-01-001.000, known as 1 Conrail and located on Waterman Drive.

Applicant: Charles G. Patterson of GYMO, PC on behalf of New York Central Lines, LLC and Afritech Properties, LLC.

Proposed Use: The subdivided parcel will be combined with the existing Afritech parcel.

Property Owner: New York Central Lines LLC

Comments: This proposal is being submitted for Planning Board review under Chapter A322 (Subdivision Regulations) of the City Code. The Planning Board has the option of not requiring a preliminary plat submission. Since this is a minor subdivision, Staff is processing this application as a final plat. A public hearing is required and notice has been published for it to be held at 3:05 p.m. during the Planning Board meeting. After the public hearing and completion of Part II of the Environmental Assessment Form, the Planning Board will be free to make a decision on the proposal.

The applicant is proposing to subdivide a 0.224 acre portion of a parcel owned by New York Central Lines LLC. The subdivided parcel, along with Afritech's main parcel (9-43-103) and a smaller triangular shaped parcel (9-43-101.003) located along the north side of Waterman Drive, will be combined by way of a new metes and bounds description to create one parcel.

The tax parcel map that was submitted shows the portion of the railroad property that will be subdivided. This area is shown as a red crosshatched area. The adjacent Afritech property is highlighted in blue. The subdivision plat that was submitted is more of a parcel assemblage map as it shows the existing Afritech parcel combined with the subdivided piece of land. While this map, along with the written description of the combined parcels is important, it does not clearly depict that land that will be subdivided. The subdivision plat should therefore be modified (or a new map provided) as follows: The 0.224 acre piece should be the only parcel that is highlighted with a heavy black line so that the actual subdivided parcel stands out from the rest. All other property lines should be illustrated with a lighter line.

Prior to approval, the Planning Board must complete Part II of the Environmental Assessment Form and make a determination of significance relative to SEQR.

After approval, the applicant must submit two (2) reproducible mylars of the plat for signature by the clerk of the Planning Board. One of the mylar copies will be returned, and must be filed in the County Clerk's Office within 62 days of signing.

Also, the words "**Subdivision Final Plat**" should be added as the title of the drawing.

Finally, the following certification language should be included on the subdivision plat:

It is hereby certified that this Subdivision Final Plat was approved by the Planning Board of the City of Watertown, New York on _____, pursuant to Sections 32, 33, and 34 of the General City Law.

Kenneth A. Mix
Planning and Community
Development Coordinator

Summary: The following should be included as contingencies with the motion for approval:

1. The subdivision plat shall be modified or a new map provided so that the actual subdivided piece of land stands out on the drawing.
2. The title of the drawing should read "Subdivision Final Plat" and the certification language should be added as noted above.

cc: Robert J. Slye, City Attorney
Brian Drake, P.E., Civil Engineer II
Charles G. Patterson, GYMO, PC